

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: JULY 25, 2008

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS	SOKOL	REPRESENTING COUNTRYSIDE ADULT HOME:
	SHEEHAN	BRENDA HAYES, DIRECTOR
	HASKELL	REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
	THOMAS	SHEILA WEAVER, COMMISSIONER
	TESSIER	MICHAEL JABAUT, DIRECTOR OF ADMINISTRATIVE
	CHAMPAGNE	SERVICES
	O'CONNOR	KATHY BAKER, FISCAL MANAGER
		REPRESENTING WESTMOUNT HEALTH FACILITY:
		BARBARA TAGGART, ADMINISTRATOR
		REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
		PAT AUER, DIRECTOR
		SHARON SCHALDONE, ASSISTANT DIRECTOR
		GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC
		HEALTH
		TAMMIE DELORENZO, CLINICAL & FISCAL
		INFORMATICS COORDINATOR
		FREDERICK MONROE, CHAIRMAN
		TRISH NENNINGER, SECOND ASSISTANT COUNTY
		ATTORNEY
		HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE &
		FISCAL SERVICES
		JOAN SADY, CLERK OF THE BOARD
		CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE
		SPECIALIST

Mr. Sokol called the meeting of the Health Services Committee to order at 9:34 a.m.

Motion was made by Mr. O'Connor, seconded by Mr. Champagne and carried unanimously to approve the minutes of the June 27, 2008 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Brenda Hayes, Director of Countryside Adult Home, who distributed copies of the agenda to the Committee members; a copy of the agenda is on file with the minutes.

Ms. Hayes requested to extend the current contract with Mahoney Notify-Plus Inc. for maintenance and inspection of the fire and security alarm system, commencing August 1, 2008 and terminating July 31, 2009, at a cost of \$743 per

year for the inspections and \$75 per man-hour.

Motion was made by Mr. Haskell, seconded by Mr. Sheehan and carried unanimously to extend the current contract with Mahoney Notify-Plus Inc., as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Ms. Hayes indicated that the next item on the agenda pertained to a possible contract with Sanders Fire Systems to perform biannual inspections and services as needed to the fire extinguishing system in the Food Service Department. She added that she was requesting authorization to pay the invoice for Sanders Fire Systems in the amount of \$445. She explained that Sanders Fire Systems maintained the systems at Countryside Adult Home and Westmount Health Facility on a biannual basis at a cost of \$98.50 per inspection. She further explained that on the last inspection it had been determined that the system at Countryside Adult Home needed to have filters changed and the system updated at a cost of \$333, which was below the contract limit of \$350; however, she added, because the inspection and the maintenance had been billed on the same invoice, the amount of the invoice was in excess of the \$350 limit and would require a resolution to authorize payment. She indicated that the Purchasing Department had recommended a contract with Sanders Fire Systems to avoid any future problems.

Hal Payne, Commissioner of Administrative & Fiscal Services, advised that he had spoken with Mike Gates, Lieutenant for the Department of Corrections, in reference to the Warren County Public Safety Building and had discovered that a different company was used for maintenance and inspection of that fire extinguishing system. He suggested that there should be one resolution for one company to maintain the systems at all three buildings. Ms. Hayes stated that they had a problem in the past with New York Fire and Signal Corporation, the company used by the Public Safety Building, because they had not sent certified technicians to do the inspections. Mr. Payne said that all the needs of the three buildings could be added to the specifications prior to going out to bid. He suggested that a meeting be scheduled with representatives from each of the buildings to determine the requirements for this contract and any other contracts that could be combined in the future. Mr. Haskell requested that the specifications and the list of other contracts which could be combined for the three buildings be prepared for next month's Health Services Committee meeting. It was the consensus of the Committee not to authorize a contract with Sanders Fire Systems at this time.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to authorize payment of the invoice from Sanders Fire Systems for inspection of the Ancel System at Countryside Adult Home in the amount of \$445.

A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.

Ms. Hayes apprised that there was a vacant Food Service Helper position at Countryside Adult Home. Since the Committee had discussed eliminating one of the Laborer positions upon hiring a Building Maintenance Mechanic, she said, she was suggesting that the duties of one of the Laborers be shifted to allow them to work as a Food Service Helper. She noted that one of the Laborers had originally been employed as a Food Service Helper and added that both positions were a Grade 2. She questioned if this would require posting the vacant position or if the Laborer position would need to be reclassified. Mr. Payne said that he did not feel that the title would need to be changed because the employee would continue to work as a Laborer one day a week and would be assigned to the Food Service Department four days a week. He noted that by shifting the duties of the Laborer to the Food Service Department, there would be a savings of \$18,000 per year. He stated that Ms. Hayes should get authorization from Rich Kelly, Personnel Officer, prior to making any staff changes. Kathy Baker, Fiscal Manager of the Department of Social Services, advised that a Personnel Form 426 would need to be submitted stating that the employee would work 8 hours per week as a Laborer and 32 hours per week as a Food Service Helper. It was the consensus of the Committee to authorize Ms. Hayes to contact the Personnel Office to determine the appropriate procedure to shift the duties of one Laborer position to work part-time as a Food Service Helper.

Ms. Hayes advised that the last item on the agenda was to discuss whether or not potential residents should be admitted to Countryside Adult Home and Westmount Health Facility prior to receiving approval from Medicaid and Home Relief. She added that she had met with Barbara Taggart, Administrator of Westmount Health Facility, and Sheila Weaver, Commissioner of the Department of Social Services (DSS), and had been informed that approval for Home Relief required a 45 day waiting period and Medicaid approval took approximately 30 days. She questioned whether she should admit the residents prior to approval or wait and risk having the residents choose another facility. Mr. Haskell stated that in his opinion the potential residents should be admitted prior to approval and added that he felt there were many other facilities in the area that would admit the potential residents if Countryside Adult Home or Westmount Health Facility did not. Mr. Payne questioned if Home Relief and Medicaid would be paid retroactively and Ms. Weaver responded that it would be retroactive to the date of the application, if they were found to be eligible. Ms. Hayes stated that the DSS would send one of their Case Managers to train as a Social Welfare Examiner to obtain better knowledge as to what qualifications needed to be met for approval of Home Relief and Medicaid.

Discussion ensued.

Ms. Baker stated that for Child Safety Net the 45 day waiting period was instated in the hope that the individual would find employment so there would not be a need for Temporary Assistance. Chairman Monroe suggested that the issue of the 45 day waiting period for Home Relief should be referred to the Legislative & Rules Committee to determine if there was a possibility of reducing or eliminating the waiting period as it pertained to adult home residents and nursing home patients. He noted that part of the problem was that the families did not provide the necessary information in a timely manner. He said that the hospital complained about the length of time it took to process the applications; however, he added, the discharge planners did not do an adequate job of assisting the applicants in obtaining the information.

Ms. Baker questioned if anyone had inquired of Washington County to determine if their process was different for applicants to the Pleasant Valley Nursing Home. She noted that if a Washington County resident was admitted to a facility in another county, Washington County would no longer pay for the resident to remain at that facility, once a bed became available at Pleasant Valley Nursing Home. She added that once the residents had become established within a facility and had made friends among the other residents, they did not want to move to another facility. Mr. Payne stated that the Washington County Nursing Home was physically attached to the Pleasant Valley Nursing Home. He suggested that Countryside Adult Home should be on the same campus as Westmount Health Facility to establish a continuation of service whereby if a resident of Countryside Adult Home took ill, they could automatically be transferred to become a patient of Westmount Health Facility. Mr. Sokol noted that when Siemens Building Technologies, Inc. had presented the Year 3 Annual Saving Report, they had insinuated that the savings from the Co-Gen Plant would be increased by a third building.

Mr. Payne stated that the agreement was in place for respite care and suggested that Countryside Adult Home advertise to attract elderly citizens to spend the winter months as residents. He added that at a cost of \$2,500 per month the residents would not have to worry about the increasing cost of fuel, electricity and food. Ms. Hayes advised that there were funds remaining in the budget for advertising. Mr. O'Connor apprised that a senior citizen who collected \$1,200 per month in Social Security benefits would be unable to cover the expense of \$2,500 per month. Mr. Haskell interjected that the majority of the residents in the area did not make enough to cover the monthly cost.

Mr. Sokol stated that he agreed that the issue of the 45 day waiting period for Home Relief approval should be referred to the Legislative & Rules Committee. Mr. Haskell advised that the facilities should continue to accept residents prior to approval. Mr. Champagne recommended that the facilities admit residents prior to approval on a 60 to 90 day trial basis. Mr. O'Connor stated that 45 days was

a long time to keep a bed available for a resident that was awaiting approval. Mr. Payne noted that Medicaid funds were being expended while the residents were in the hospital and since the funds were being expended, the residents should be in a Warren County facility.

Motion was made by Mr. Champagne, seconded by Mr. Thomas and carried unanimously to refer the issue of the 45 day waiting period for approval of Home Relief to the Legislative & Rules Committee.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to authorize Countryside Adult Home and Westmount Health Facility to accept residents/patients prior to receiving approval from Home Relief and Medicaid for a trial period of six months.

It was the consensus of the Committee that Mr. Payne would schedule a meeting with representatives from Glens Falls Hospital to discuss the procedures for discharging patients from the hospital that would be entering Countryside Adult Home or Westmount Health Facility.

This concluded the Countryside Adult Home portion of the meeting and Ms. Hayes and Ms. Weaver exited the meeting at 9:58 a.m.

Privilege of the floor was extended to Barbara Taggart, Administrator of Westmount Health Facility, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Taggart advised that there would be an award ceremony held on September 8, 2008 in honor of Donna Barrant, Certified Nursing Assistant for Westmount Health Facility and recipient of the 2008 NYAHS (New York State Association of Homes & Services for the Aging) Long Term Care Employee of Distinction Award. She added that an invitation had been included with the agenda packet and a reception would be held following the ceremony. She said that Assemblywoman Teresa Sayward and Senator Elizabeth O'C Little had also been invited to attend.

Ms. Taggart stated that the next item on the agenda was an update on the air handlers project at Westmount Health Facility. She added that the cost of the project was slightly in excess of the \$250,000 that had been budgeted. She said that she was requesting approval for a change order to fabricate and install structural steel supports for the air handlers by Monahan Loughlin, Inc. at a cost of \$2,124. She explained that the steel supports were required to provide clearance from the base of the new units to the existing roof. Mr. Payne questioned if both Air Handler No. 1 and 2 were operational and Ms. Taggart responded affirmatively.

Motion was made by Mr. Sheehan, seconded by Mr. Haskell and carried unanimously to approve the change order for the Air Handler Capital Project (H270.9550 280) for the fabrication and installation of structural steel supports for Air Handling Units No. 1 and 2, in the amount of \$2,124. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Ms. Taggart requested authorization to pay the invoice for Siemens Building Technologies, Inc. for repair to a leaking heat plate exchanger on engine #1, which was not covered under the Co-Generation Agreement. She noted that Skip Bessaw, Senior Building Maintenance Mechanic for Westmount Health Facility, was negotiating the amount of the invoice and disputing the number of hours it took to complete the repairs. She advised that she was requesting authorization to pay the invoice in the amount of \$1,056; however, she added, they were hoping to have the dollar amount reduced.

Motion was made by Mr. Haskell, seconded by Mr. Sheehan and carried unanimously to authorize payment of the invoice for Siemens Building Technologies, Inc. for repair to a leaking heat plate exchanger on engine #1, in an amount not to exceed \$1,056. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Ms. Taggart requested authorization for a contract with Glens Falls Hospital for rehabilitation services, commencing August 1, 2008 and terminating July 31, 2009, with two one-year extensions, at a rate of \$52 per hour for physical therapy and occupational therapy and \$62 per hour for speech therapy.

Motion was made by Mr. Haskell, seconded by Mr. Sheehan and carried unanimously to authorize the contract with Glens Falls Hospital, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Ms. Taggart requested transfers of funds, as follows:

- ▶ from the Westmount-Administrative Services-Supplies Code (EF.8300.5906 410) to the Westmount-Administrative Services-Furniture Equipment Code (EF.83500.5802 210), in the amount of \$55, to reflect the purchase of two cork boards; and
- ▶ from the Westmount - Nursing - Nurses' Stations - Other Equipment Code (EF.60200.5803 260) to the Westmount-Nursing-Nurses' Stations-Furniture Equipment Code (EF.60200.5802 210), in the amount of \$1,865, to reflect the purchase of two mattresses, eight task chairs and 3 sets of arms for task chairs.

Mr. Haskell questioned if the furniture had been purchased from state contracts and Ms. Taggart replied that they were not and added that the amounts were merely estimates. Mr. Payne stated that Julie Pacyna, Purchasing Agent, would locate the items at state contract prices.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to approve the transfers of funds, as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart requested authorization to reclassify eight Licensed Practical Nurse (LPN) positions and ten LPN Call-In positions, base salary of \$28,697 (Grade 8) to a base salary of \$30,867 (Grade 10), effective date of March 1, 2008. She stated that at the August 27, 2007 Committee meeting, she had received approval to increase the salary of the LPN's from a Grade 8 to a Grade 10; however, she added, although the Registered Nurses (RN's) and the RN Supervisors had been approved at the Personnel Committee meeting, the LPN's had not been approved at that time. She said that she was requesting that the LPN's be paid retroactively to the effective date of March 1, 2008, which was the effective date of the RN and RN Supervisor increases. Mr. Haskell advised that he thought the LPN's had received an increase at the same time as the RN's and RN Supervisors and Mr. Payne responded that the increase for the LPN's had been inadvertently omitted from the budget packet. Mr. Payne questioned if the cost of the increase could be transferred from the Health Care Reform Act (HCRA) Recruitment and Retention grant funds and Ms. Taggart replied affirmatively.

Motion was made by Mr. Haskell, seconded by Mr. Tessier and carried unanimously to approve the reclassification of eight LPN positions and ten LPN Call-In positions, as outlined above and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart requested Personnel changes for the 2009 County budget, as follows:

- ▶ to increase the 2009 salary for the LPN and LPN Call-In positions, as previously mentioned, from a 2009 base salary of \$29,199 (Grade 8) to a 2009 base salary of \$31,407 (Grade 10);
- ▶ to reclassify the Van Driver position, 2009 base salary of \$22,897 (Grade 2) to a Van Driver/Building Maintenance Worker position, 2009 base salary of \$26,558 (Grade 6); and
- ▶ to increase the salary of the non-union Dietary Supervisor position, 2008 base salary of \$39,851 to a 2009 base salary of \$43,851.

Ms. Taggart noted that the Van Driver performed the duties of a Building Maintenance Worker when he was not driving the van. Mr. Haskell stated that he had been surprised to discover that the Van Driver position was only a Grade 2.

Mr. Champagne stated that it had been decided that the increase of salaries would not be approved during the course of the year. Mr. Haskell said that the employee in question performed duties outside of the title of Van Driver and therefore, his position should be reclassified. Mr. Tessier advised that the Board had discussed many times the possibility of eliminating the Grade 2 pay level and he added, it was impossible for anyone to exist on that level of salary. Mr. Haskell stated that the employee in question was eligible for benefits but had never signed up to receive them. Mr. Payne apprised that there were other Van Driver positions within the County and therefore, they would need to reclassify the position to a Grade 6. He suggested that the position be reclassified to a Building Maintenance Worker with Van Driver responsibilities. Joan Sady, Clerk of the Board, recommended that a duty statement be completed for the approval of Rich Kelly, Personnel Officer. Mr. Champagne questioned if the Van Driver position was a union position and Mr. Payne replied affirmatively. Mr. Champagne said that by reclassifying the position the Committee would be playing the roll of the union. Mr. Payne responded that the union would need to approve the duty statement prior to Mr. Kelly's approval. Mrs. Sady requested that the duty statement be submitted for approval prior to the Committee's budget meeting. Mr. Thomas questioned how many Van Driver positions there were in the County and Mr. Payne responded that he believed there were 3 part-time Van Driver positions in the Department of Social Services.

Motion was made by Mr. Haskell, seconded by Mr. Tessier and carried unanimously to approve the Personnel changes for 2009 for the LPN positions, the LPN Call-In positions and for the Van Driver position, as outlined above. *Copies of the Request for Personnel Change forms are on file with the minutes.*

Ms. Taggart questioned whether the Committee would approve the request from the Dietary Supervisor for an increase of salary in the amount of \$4,000. She added that a memo to Chairman Monroe from the Dietary Supervisor requesting the increase was included in the agenda packet. Mr. Haskell noted that the Dietary Supervisor made the same request every year and Ms. Taggart responded that the request was never made directly to her. Mr. Champagne recommended that the Dietary Supervisor should be informed that requests for increases in salary should go through the Administrator of Westmount Health Facility.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to deny the request of the Dietary Supervisor for a salary increase for 2009 of \$4,000, from \$39,851 to \$43,851. *Copies of the Request for Personnel Change form and the memo to Chairman Monroe are on file with the minutes.*

Ms. Taggart apprised that reports on staffing levels and overtime had been included in the agenda packet. She noted that there were a few employees who were on Medical Leave of Absence. She stated that there was a holiday included

within the overtime report. Mr. Haskell said that he was amazed that the Maintenance Department never had any overtime usage.

Discussion ensued.

Ms. Taggart requested a contract with Patricia Pedone for social worker consultation services and in-service education, commencing upon execution of the agreement and terminating with 30 days written notice by either party, at a rate of \$45 per hour, in an amount not to exceed \$2,000 per year. She said that she had interviewed Ms. Pedone on July 24, 2008 and noted that she had a Master's Degree. She stated that she had requested approval for a social worker in the past that worked in conjunction with Hudson Headwaters Health Network; however, she added, the social worker had been unable to secure liability insurance making it necessary to find a replacement. She also requested to rescind Resolution No. 132 of 2008 which had authorized the agreement with Hudson Headwaters Health Network for social work consulting services.

Motion was made by Mr. Haskell, seconded by Mr. Tessier and carried unanimously to rescind Resolution No. 132 of 2008 and to authorize a contract with Patricia Pedone, as outlined above. *Copies of the resolution request forms are on file with the minutes and the necessary resolutions were authorized for the August 15, 2008 Board meeting.*

Ms. Taggart requested a transfer of funds in the amount of \$66, from the Westmount-Plant Operation-Supplies Code (EF.82200.5906 410) to the Westmount-Plant Operation-Other Equipment Code (EF.82200.5803 260), to reflect the purchase of a grinder for the Maintenance Department.

Motion was made by Mr. Haskell, seconded by Mr. Thomas and carried unanimously to approve the transfer of funds, as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart stated that they had inventoried the safes at Westmount Health Facility and had discovered various personal belongings of deceased residents. She advised that she was unsure of what should be done with the items. Mr. Payne noted that Paul Dusek, County Attorney, was researching the issue and added that Mr. Dusek believed that the items would become the property of New York State since there had not been an estate set up for the deceased residents. Mr. Haskell suggested that the Committee would need to wait for Mr. Dusek's determination.

This concluded the Westmount Health Facility portion of the meeting, Ms. Taggart exited the meeting and the representatives of the Health Services Department

entered the meeting at 10:22 a.m.

Privilege of the floor was extended to Pat Auer, Director of Public Health, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Auer said that the first item on the agenda was an update on the Point of Care Initiative. She noted that the contract with Delta Health Technologies had been signed and the preliminary preparations were underway. She stated that she would present a timeline for the anticipated completion of the project milestones at next month's meeting. She advised that on August 12, 2008 Delta Health Technologies would be onsite and would hold an 'entrance conference' to discuss the scope of the project and how it would be implemented. She said she had identified a core team of staff from the Department that would initially be involved and had invited Chairman Monroe, Mr. Sokol and Mr. Payne to attend as well.

Tammie DeLorenzo, Clinical & Fiscal Informatics Coordinator, stated that the servers and other equipment for the project had been ordered. She said that they would transition the current system over to the Delta System and would try to get through a couple of billing cycles prior to starting phase two, which would involve the training of the nurses and therapists.

Ms. Auer apprised that the Emergency Preparedness Program monthly activities report had been included in the agenda. She added that they had received notification that they would receive \$85,000 from the New York State Department of Health Emergency Preparedness Grant, as opposed to the \$73,060 that was received last year.

Ms. Auer requested to extend the current contract with Health Research Institute for receipt of Emergency Preparedness Program Grant funding, commencing August 10, 2008 and terminating August 9, 2009, in the amount of \$85,000.

Motion was made by Mr. Thomas, seconded by Mr. Sheehan and carried unanimously to authorize the extension of the current contract with Health Research Institute, as outline above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Trish Nenninger, Second Assistant County Attorney, questioned if the grant funding would be subjected to a COLA (Cost of Living Adjustment) and Ms. Auer responded that there had never been a COLA on this grant funding in the past.

Ms. Auer requested acceptance of the annual Warren County Public Health Emergency Response and Preparedness Plan; a copy of same is on file with the

minutes. She noted that the plan needed to be updated and accepted by the Board as a requirement of the New York State Department of Health.

Motion was made by Mr. Sheehan, seconded by Mr. Champagne and carried unanimously to accept the annual Warren County Public Health Emergency Response and Preparedness Plan. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Ms. Auer requested authorization to execute grant contracts to reflect the 2% reductions based on the New York State budget reductions and to authorize the receipt of COLA funds for the same contracts, should they be offered, in a form approved by the County Attorney. She advised that the Committee had discussed at the last meeting, the possibility of passing a blanket resolution that would authorize a Department to accept funding up to a maximum dollar amount or accept COLA adjustments without the necessity of requesting an additional resolution for each instance. She noted that she had spoken with Mrs. Nenninger and it had been suggested that she request authorization for the probable COLA adjustment along with the 2% reductions.

Motion was made by Mr. Champagne, seconded by Mr. Thomas and carried unanimously to authorize the execution of the grant contracts and the receipt of COLA funds, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Ms. Auer apprised that at last month's meeting she had given the Committee members a list of the potential impact on the budget due to the 2% reduction in the State budget. Mr. Payne asked if they had discussed the possibility of a blanket resolution with the County Treasurer's Office. He added that he had discussed the possibility with the Treasurer's Office and they were concerned that funds would be received without their knowledge. Ms. DeLorenzo responded that the Treasurer's Office would be aware of funds received because Health Services would still need to submit a claim. She added that the Treasurer's Office would receive the same receivable information that they had in the past. Mrs. Nenninger stated that resolutions that were worded 'not to exceed' a certain amount would not require additional paperwork. She added that the majority of the resolutions would not need additional paperwork for the 2% reductions.

Ms. Auer requested authorization for a contract with Fort Hudson Home Care, Inc. to provide social daycare services for appropriate clients in the Long Term Care Program, commencing August 18, 2008 and terminating August 17, 2010 unless terminated sooner by either party, with automatic renewal for successive one year periods, to be paid monthly per Medicaid approved rates paid per patient upon submission of required documentation of services provided. Mr. Champagne

questioned how the patients got to the services and Ms. Auer responded that Fort Hudson Home Care, Inc. provided the transportation.

Motion was made by Mr. Champagne, seconded by Mr. Tessier and carried unanimously to authorize the contract with Fort Hudson Home Care, Inc., as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Ms. Auer requested authorization for contracts with Kerri Bondy and Jessica Woods to provide Occupational Therapy services, commencing August 18, 2008 and terminating with 30 days written notice by either party, to be paid at agreed upon established per individual visit or meeting rates upon receipt of required documentation for each visit.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to authorize the contract with Kerri Bondy, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to authorize the contract with Jessica Woods, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Ms. Auer requested authorization for a contract with the New York State Department of Health, Division of Nutrition, Bureau of Supplemental Foods for receipt of grant funding for the Special Supplemental Food Program for Women, Infants and Children (WIC), commencing October 1, 2008 and terminating September 31, 2009, in an amount not to exceed \$435,808.

Motion was made by Mr. Thomas, seconded by Mr. Champagne and carried unanimously to authorize the contract with the New York State Department of Health, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Ms. Auer noted that the report of free and reduced care had been included in the agenda packet.

Ms. DeLorenzo referred to the Warren Count Budget Analysis included in the agenda packet and commented that the budget was on target. She said that they were slightly higher in revenue and added that there was no concern with the fact that the year was half over with only one fourth of the revenue collected. She noted that the amount of revenue collected would be better represented towards

the end of the year. She added that the report represented four months of collected revenue. Ms. Auer noted that the revenue was received when the State wanted to send it and added that the State was considering a reduction in Medicaid funding which would directly effect the mandated services.

Ms. DeLorenzo requested to amend the 2008 County budget to increase estimated revenues and appropriations, in the amount of \$40,000, to reflect the receipt of Bioterrorism Grant funds. She explained that the Bioterrorism Grant started the new year on August 10, 2008, which meant the funding was not currently in place in the budget. She said that Rick Murphy, Deputy Commissioner of Fiscal Services, had recommended that the 2008 County budget should be amended to accommodate the grant funding. She noted that this would allow the Department to maximize the use of the grant funding and would provide funding for August 10, 2008 through December 31, 2008, with the remainder of the grant funding applied to the 2009 County budget.

Motion was made by Mr. Haskell, seconded by Mr. Thomas and carried unanimously to amend the 2008 County budget as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. DeLorenzo requested a transfer of funds in the amount of \$3,300 to reflect the purchase of desk top and laptop computers, as follows:

- ▶ \$2,600 from the Bioterrorism-Part Time Salaries Expense Code (A.4189.130) into the Bioterrorism-Full Time Salaries Expense Code (A.4189.110); and
- ▶ \$700 from the Bioterrorism-Telephone Expense Code (A.4189.423), with \$550 transferred to the Bioterrorism-Office Equipment Code (A.4189.220) and \$150 to the Bioterrorism-Other Equipment Code (A.4189.260).

Ms. Auer advised that the State was not in favor of grant funding being used for the purchase of computers and added that the Department needed to maximize the use of the funding for computers while it was allowable. She thanked Ginelle Jones, Assistant Director of Public Health, for her hard work on receiving the approval for the purchase of the computers.

Motion was made by Mr. Thomas, seconded by Mr. Sheehan and carried unanimously to approve the transfer of funds as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer stated that a Midyear Progress Report on Warren County Health Services Department Goals and Objectives had been included in the agenda packet. She noted that the Department was fully staffed with nurses and was able to meet the patient demand in a timely manner. Mr. Champagne complimented Ms. Auer on

the creation of the Goals and Objectives for 2008 and added that he would like to see an expected time frame for completion of each goal added for accountability purposes.

Ms. Auer requested authorization for a contract with Stanski Transportation Corporation for transportation of Preschool children with disabilities, commencing September 1, 2008 and terminating August 31, 2009, to be paid on a monthly basis upon receipt of required documentation, at a rate of \$20 per child per day, \$100 per child in a wheelchair per day and \$200 per aid per day. She noted that of the three bids received, Stanski was the second lowest bidder; however, she added, the lowest bidder did not meet the reference information required in the bid specifications.

Motion was made by Mr. Haskell, seconded by Mr. Thomas and carried unanimously to authorize the contract with Stanski Transportation Corporation, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 15, 2008 Board meeting.*

Mr. Haskell referred to page 13 of the Warren County Public Health Emergency Response and Preparedness Plan and noted that it stated that Warren County currently had no local law for quarantine. He questioned if Warren County should have a local law in place for quarantine. Ms. Jones apprised that there was a emergency order in place that covered the first 24 to 48 hours.

Mrs. Nenninger agreed that there was no local law in place; however, she added, the State was working on a large scale plan on how to handle pandemic issues. She said that there was a judicial process that the State followed on an individual basis. She said she would investigate how it should be handled on a local level and report back to the Committee. Ms. Auer apprised that in the two times that the Department had to invoke the Public Health Law for quarantine, the system had worked fast.

Discussion ensued.

Mrs. Nenninger advised that in July the Board had passed Resolution No. 514 of 2008 which had authorized an agreement with Capital District Physician's Health Plan (CDPHP) to include various new services. She said that CDPHP had several different names and affiliates and therefore they would need to amend the resolution to allow the Chairman to execute agreements with each of the affiliates.

Motion was made by Mr. Champagne, seconded by Mr. O'Connor and carried unanimously to amend Resolution No. 514 of 2008, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution*

was authorized for the August 15, 2008 Board meeting.

Mr. Sokol noted that they had previously discussed the possibility of eliminating the use of cell phones in favor of radios. He added that he had spoken with Sheriff York, who had received a grant for the purchase of radios and would allow the Health Services Department to use the extra radios on a trial basis.

As there was no further business to come before the Health Services Committee, on motion made by Mr. Haskell and seconded by Mr. Champagne, Mr. Sokol adjourned the meeting at 10:53 a.m.

Respectfully submitted,

Charlene DiResta, Sr. Legislative Office Specialist